



***State of Washington  
Department of Transportation  
Notice to Consultants  
Runway, Taxiway, and Ramp Pavement Overlays***

Washington State Department of Transportation (WSDOT) Aviation solicits interest from consultants interested in submitting a Statement of Qualifications (SOQ) to conduct engineering design and construction oversight services to overlay runways, taxiways, and ramps at Sanderson Field (Shelton), Anderson Field (Brewster), and Grand Coulee Dam (Electric City) airports. Services are expected to be completed by September 2005. The Project is anticipated to be funded in part by the Federal Aviation Administration (FAA) Airport Improvement Program and WSDOT. WSDOT may award a minimum of one (1) or more agreements. Consultant services will be done in accordance with State Law and AC150/5100-14C "Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects."

**Project Descriptions**

Engineering design and construction oversight services are requested to overlay runways, taxiways, and ramps at Sanderson Field (Shelton), Anderson Field (Brewster), and Grand Coulee Dam (Electric City) airports. These services are as follows:

- Design plans and specifications to FAA standards resulting in bid packages that will enable contractors to bid on the projects; and
- Construction observation to ensure that the jobs are built according to FAA plans and specifications.

**Evaluation Criteria**

Pursuant to state and federal regulations, a qualifications-based selection process will be used to select a consultant for this project. The following information and criteria will be used to evaluate and rank responses:

1. Qualifications/Expertise of Firms on Team;
2. Qualifications of Proposed Project Manager;
3. Key Team Members Qualifications (Prime Consultant and Sub-Consultants);
4. Firm's Project Management System (Prime Consultant Only);
5. Project Delivery Approach; and
6. References/Past Performances (Prime Consultant Only.)

The link to the definitions and point value for each of the proposed criteria may be found on the first page of this advertisement web site.

NOTE: It is imperative that the consultant reviews the definitions of the scoring criteria. We have included requirements and/or limitations for the information that is being requested.

**Submittals**

Consultants are invited to submit their Statement of Qualifications at their own cost. WSDOT assumes no obligation of any kind for expenses incurred by any respondent to this solicitation. The submittal is limited to a total maximum number of twenty-five (25) sheets submitted only on single sided (single sided meaning one side only of a single sheet of paper) typed 8.5" x 11" paper (if charts and/or graphs are utilized text must be a readable size font), and with type size no smaller than 12 point.

Your Statement of Qualifications must be broken into two (2) separate packets. Your Statement of Qualifications "Packet A" must consist of:

- Your responses to scoring Criteria 1 through 5, only.

Your Statement of Qualifications "Packet B" must consist of:

- Your letter of transmittal;
- Your response to scoring criteria 6; and
- Your Submittal Information forms for the prime consultant and all proposed sub-consultants.

The page limitation does not apply to the front and back covers of "Packet A" and all of "Packet B."

The Statement of Qualifications shall meet the following requirements or will be deemed non-responsive and will not be eligible for consideration of this work:

- Title of the Request for Qualifications and your firm clearly identified on the cover of the submittal Packets "A" and "B", and the letter of transmittal;
- Statement of Qualifications broken into "Packet A" and "Packet B" as indicated above;
- Responsive to all evaluation criteria;
- Meeting page limitations and font size requirements; and
- Meeting submittal deadline submission date.

Materials submitted in response to this competitive procurement shall become the property of WSDOT and will not be returned. All submittals received will remain confidential until WSDOT and the successful Consultants sign the agreements resulting from this advertisement. All submittals are deemed public records as defined in the RCW 42.17.250 to 42.250.340.

Faxed or e-mailed submittals will not be accepted. Four (4) copies of your "Packet A" and one (1) copy of "Packet B", whether mailed or hand-delivered, must arrive at the following address no later than 5:00 pm on, Thursday, August 19, 2004.

Mr. Michael B. Rice  
Director, Consultant Services  
Washington State Department of Transportation  
Capital View II Building, 2<sup>nd</sup> Floor

724 Quince Street SE  
Olympia, WA 98504-7323

Note: Please be aware that if you mail your submittal utilizing the United States Postal Service (USPS), an additional two (2) working days will be added to the delivery time due to the fact that all State Agency mail must go through an internal Campus Mail system first before it reaches its final destination. Submittals mailed via USPS, including next day deliveries, must account for this added delivery time in order for the submittal to reach the Consultant Services office by the due date and time.

Any questions regarding the submittal process should be directed to the Consultant Services Office at 360-705-7147.

The Disadvantaged Business Enterprise (DBE) goal for participation will be obtained through race-conscience means and has a 2.39% project DBE goal. The department encourages disadvantaged, minority, and women-owned consultant firms to respond.

Persons with disabilities may request this information be prepared and supplied in alternate formats by calling collect 206-389-2839. Persons with hearing impairments may call 1-800-833-6388 (Washington State Telecommunications Relay Service) and ask for 206-515-3683.

Dates of publication in the Seattle Daily Journal of Commerce: Thursday, July 29, 2004, and Thursday, August 5, 2004.

Submittal Due Date: Thursday, August 19, 2004.